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**From:** Blunck, Christopher [Blunck.Chris@epa.gov]  
**Sent:** 5/31/2018 9:33:57 PM  
**To:** Courtnage, Robert [Courtnage.Robert@EPA.GOV]; Travers, Mary-F [travers.mary-f@epa.gov]; OCSPP-RCS [OCSPP-RCS@epa.gov]  
**CC:** Hofmann, Angela [Hofmann.Angela@epa.gov]; Lanier, Minnie [Lanier.Minnie@epa.gov]; Artis, Sandra-S [artis.sandra-s@epa.gov]; Pastor, Justo [Pastor.Justo@epa.gov]; Green, Teresa [Green.Teresa@epa.gov]; Smith, Peterj [Smith.Peterj@epa.gov]; Chun, Melissa [Chun.Melissa@epa.gov]; Carmichael, Lea [Carmichael.Lea@epa.gov]; Winchester, Erik [Winchester.Erik@epa.gov]; Anderson, Steve [Anderson.Steve@epa.gov]  
**Subject:** RE: Typeset FR Documents Ready for Signature Package (18T-0126; FRL-9978-76)  
**Attachments:** 18T-0126 rev2 (002).docx

In the attached on pp 27 and 28 I have changed the date of posting from May 31, 2018 to June 1, 2018 as it is not posting today and it is expected to post tomorrow a.m..

*Chris Blunck*

Special Assistant/Policy Advisor  
Office of Pollution Prevention and Toxics  
U.S. Environmental Protection Agency  
Phone: 202-564-8078  
Fax: 202-564-0575

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**From:** Courtnage, Robert  
**Sent:** Thursday, May 31, 2018 1:46 PM  
**To:** Travers, Mary-F <travers.mary-f@epa.gov>; OCSPP-RCS <OCSPP-RCS@epa.gov>  
**Cc:** Hofmann, Angela <Hofmann.Angela@epa.gov>; Lanier, Minnie <Lanier.Minnie@epa.gov>; Artis, Sandra-S <artis.sandra-s@epa.gov>; Pastor, Justo <Pastor.Justo@epa.gov>; Green, Teresa <Green.Teresa@epa.gov>; Smith, Peterj <Smith.Peterj@epa.gov>; Chun, Melissa <Chun.Melissa@epa.gov>; Carmichael, Lea <Carmichael.Lea@epa.gov>; Blunck, Christopher <Blunck.Chris@epa.gov>; Winchester, Erik <Winchester.Erik@epa.gov>; Anderson, Steve <Anderson.Steve@epa.gov>  
**Subject:** RE: Typeset FR Documents Ready for Signature Package (18T-0126; FRL-9978-76)  
**Importance:** High

Please find a revised electronic version with a sentence removed on p. 23 as per an IO edit. Chris is now getting this signed.

Robert T. Courtnage  
Associate Chief  
Fibers and Organics Branch  
National Program Chemicals Division  
Office of Pollution Prevention and Toxics/OCSPP  
U.S. Environmental Protection Agency  
202.566.1081 (Desk)  
202.740.2993 (Mobile)

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**From:** Courtnage, Robert  
**Sent:** Thursday, May 31, 2018 9:19 AM  
**To:** Travers, Mary-F <travers.mary-f@epa.gov>; OCSPP-RCS <OCSPP-RCS@epa.gov>  
**Cc:** Hofmann, Angela <Hofmann.Angela@epa.gov>; Lanier, Minnie <Lanier.Minnie@epa.gov>; Artis, Sandra-S

<artis.sandra-s@epa.gov>; Pastor, Justo <Pastor.Justo@epa.gov>; Green, Teresa <Green.Teresa@epa.gov>; Smith, Peterj <Smith.Peterj@epa.gov>; Chun, Melissa <Chun.Melissa@epa.gov>; Carmichael, Lea <carmichael.lea@epa.gov>; Blunck, Christopher <Blunck.Chris@epa.gov>

**Subject:** RE: Typeset FR Documents Ready for Signature Package (18T-0126; FRL-9978-76)

**Importance:** High

Mary,

Please find the FRN version with the posting date (today) inserted. It is in TNR 12-pt. We will now assemble the hard-copy signature package for routing following your instructions below.

Thanks!

Robert T. Courtnage  
Associate Chief  
Fibers and Organics Branch  
National Program Chemicals Division  
Office of Pollution Prevention and Toxics/OCSP  
U.S. Environmental Protection Agency  
202.566.1081 (Desk)  
202.740.2993 (Mobile)

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**From:** Travers, Mary-F

**Sent:** Wednesday, May 30, 2018 9:24 PM

**To:** Courtnage, Robert <Courtnage.Robert@EPA.GOV>; Carmichael, Lea <Carmichael.Lea@epa.gov>; Blunck, Christopher <Blunck.Chris@epa.gov>

**Cc:** Hofmann, Angela <Hofmann.Angela@epa.gov>; Lanier, Minnie <Lanier.Minnie@epa.gov>; Artis, Sandra-S <artis.sandra-s@epa.gov>; Pastor, Justo <Pastor.Justo@epa.gov>; Green, Teresa <Green.Teresa@epa.gov>; Smith, Peterj <Smith.Peterj@epa.gov>; Chun, Melissa <Chun.Melissa@epa.gov>

**Subject:** Typeset FR Documents Ready for Signature Package (18T-0126; FRL-9978-76)

**Robert,**

**I have completed my review. Attached are the typeset FR documents for your signature packages. (remember to include on pages 27 and 28 the web posting dates)**

**Please READ and follow the instructions in this Email to avoid delays and complications.**

**Do NOT forget to return the edited electronic word copy to us and put the package in the RCS BOX!!!!!!!!**

**What am I providing you?**

**1) FR Document – The final signature ready copy in Word.**

**Important Note:**

**You must print a SINGLE-SIDED copy of the FR documents to use as the original for inclusion in the signature package that will be given to the official who must sign the FR document. The Office of the Federal Register (OFR) requires the original signature to be on a single-sided FR document. If the original signature is on a double-sided document, the OFR will NOT accept it and you will have to get your manager to sign a single-sided version. The other documents can be double sided. Email your version to Me, Angela Hofmann, Justo Pastor, and Sandra Artis BEFORE you get the document signed. This way the paper and electronic version match.**

**Process for Correcting the FR Document:**

**I've attached the word version, in the event of needed changes. Email the corrected version BEFORE you get the document signed. That way paper and electronic version match. Also, when you print your document for signature, please make sure it's in Times New Roman, 12 pt. and single sided. Make sure the signature page is on a separate page.**

**2) Concurrence Sheet - Include this sheet in your signature package to document the reviewer's concurrences for your records. You do NOT need to return this to us – it is for YOUR records.**

**3) Typesetting Request Form –**

**PLEASE make sure when you fill out the typesetting request form, in the large empty block, in the left top corner, you insert, my initials (MT) and 18T-0126.**

**Follow the attached guidance document that was sent on June 16, 2015 that provides detailed instructions for staff and managers in OCSPP that must obtain the required publication funding commitment for an FR document. In addition to explaining how the form should be completed, this guidance document describes the typical process used to get the necessary funding commitment. As of May 1, 2018 the Typesetting Request Cost information has been updated and the new information has been included along with a Typesetting Request Form.**

**Remember that you MUST complete the TSRF and get your funding commitment BEFORE the FR document is signed. You MUST submit a**

completed and funded TSRF to the RCS when you submit the signed FR Document to RCS for publication processing. (see attached pdfs)

- 4) **Docket Verification and Certification Form** - Use the electronically fillable and signature enabled pdf form that is available through FDMS. The completed form will be used to satisfy the "proof of docket" requirement because it shows that the docket manager has verified that the docket you cited has indeed been established for your action, and that you have or are in the process of submitting all of the relevant documentation that must be in the docket. You will need to provide completed form to us when you submit the signed FR Document for publication processing (see below).
- 5) **Action Information Sheet** – Required information from OP for all documents going to the OFR. Please fill out the information and return the form or else your document will not be processed for publication by OP.
- 6) **Fill out the ADP tracker with the SANS information also!!!**

**AFTER signature, deliver the following to RCS in WJC East Rm 3159:**

- 1) **FR Document** – The original signed & dated FR Document.

**Remember: The original must be SINGLE-SIDED!**

- 2) **Typesetting Request Form** – The original signed, funded & dated form.

**Remember: Include documentation of the funding commitment.**

- 3) **Docket Verification and Certification Form** – The signed & dated form.

- 4) **Action Information Sheet** – send back the paper copy!

**If you have questions, let me know.**

**THANKS,**

**Mary F. Travers**  
**Regulatory Coordination Staff (7101M)**  
**Office of Chemical Safety and Pollution Prevention**  
**United States Environmental Protection Agency**  
**202 566-1588 (Office)**  
**240 210-2318 (Cell)**  
**202 566-2068 (Fax)**  
*Travers.mary-f@epa.gov*

